



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012
(213) 240-8101

BOARD OF SUPERVISORS

Gloria Molina
First District

Yvonne Brathwaite Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

December 2, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

VARICELLA ACTIVE SURVEILLANCE PROJECT
(All District) (3 Votes)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of Health Services, or his designee, to accept the attached Notice of Cooperative Agreement (NCA) No. 1/U01IP000020-1 (Exhibit I) from the Centers for Disease Control and Prevention (CDC) for the continued provision of the Varicella Active Surveillance Project, effective for the period of September 30, 2004 through September 29, 2005, in the amount of \$223,000.
2. Delegate authority to the Director of Health Services, or his designee, to execute amendments to the NCA No. 1/U01IP000020-01 not to exceed 30% of the base award, subject to review and approval by County Counsel, followed by notification of the Board Offices.
3. Delegate authority to the Director of Health Services, or designee, to approve subsequent NCAs for the period September 30, 2005 through September 29, 2009, for Federal Fiscal Years (FFY) 2005-06, 2006-07, 2007-08, and 2008-09, substantially similar to the current NCA from CDC, to provide funding for the Varicella Active Surveillance Project, not to exceed 30% of the base award for FFY 2004-05, subject to review and approval by County Counsel and notification of the Board Offices.

4. Authorize the Department of Health Services (Department or DHS) to fill three new Full Time Equivalent (FTE) positions for one Research Analyst I, one Research Analyst II, and one Senior Typist Clerk, for the Acute Communicable Disease Control Program, in excess of what is provided for in the Department's staffing ordinance, pursuant to Section 6.06.020 of the County Code, subject to allocation by the Department of Human Resource, 100% offset by CDC Grant funding.

PURPOSE/JUSTIFICATION OF THE RECOMMENDED ACTIONS:

Approval of these actions will provide financial support for the continued provision of the Varicella Active Surveillance Project for the period of September 30, 2004 through September 29, 2005. The Department received the NCA in October, 2004 from CDC for project funding effective on September 30, 2004.

FISCAL IMPACT/FINANCING:

The total cost for the budget term of September 30, 2004 through September 29, 2005 is \$249,286, offset by CDC funding in the amount of \$223,000, with a County in-kind cost of \$26,286. Funding is included in Fiscal Year 2004-05 Adopted Budget and will be requested in future fiscal years.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Since 1994, the Department has received Notices of Award (NOA) from CDC for the Varicella Project. The varicella vaccine, Varivax, was licensed on March 17, 1995. The vaccine is utilized to immunize healthy children 12 months of age and older, and adults.

On February 18, 2003, the Board approved NCA NO. U66/CCU911165-09 in the amount of \$267,252. The NCA provided financial support for the continued provision of the Varicella Surveillance and Epidemiologic Studies Project for the period of September 30, 2002 through September 29, 2004. The previous surveillance study established baseline data on varicella disease and evaluated vaccinated and unvaccinated cases prior to the licensure of the new 1995 varicella vaccine, Varivax. The epidemiologic study was conducted to guide the development of policy for screening women of childbearing age for varicella susceptibilities and vaccinating susceptible women postpartum.

This award was based on a competitive resolicitation of the project by the CDC and is expected to be a multi-year project.

In October, 2004, the Department received an NCA in the amount of \$223,000 for the continuation of the Varicella Active Surveillance Project for the period of September 30, 2004 through September 29, 2005.

County Counsel has reviewed and approved Exhibit I as to form.

The Honorable Board of Supervisors
December 2, 2004
Page 3

Attachment A provides additional information. Attachment B is the Grant Management Statement required for grant awards exceeding \$100,000.

CONTRACTING PROCESS:

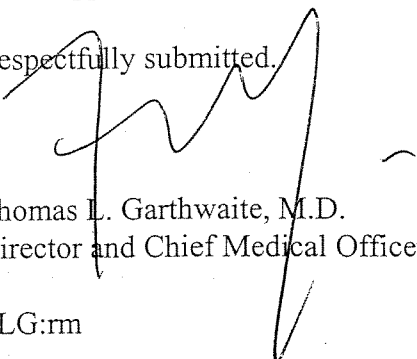
Advertisement on the Los Angeles County Online Web Site is not appropriate at this time.

IMPACT ON CURRENT SERVICES (OR PROJECTS):

Board acceptance of the NCA will ensure the continuation of the Varicella Active Surveillance Project.

When approved, this Department requires three adopted copies of the Board's action.

Respectfully submitted.



Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

TLG:rm

Attachments (3)

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

BDLTCD3662.RM

SUMMARY OF GRANT AGREEMENT

1. **TYPE OF SERVICE:**

Varicella (chickenpox) Active Surveillance Project.

2. **AGENCY ADDRESS AND CONTACT PERSON:**

Federal Centers for Disease Control and Prevention
Grants Management Branch, Procurement and Grants Office
2920 Brandywine Road, Room 3000
Atlanta, Georgia 30341-4146
Attention: Grants Management Officer
Telephone: (770) 488- 2738/Fax: (770) 488-2670

3. **TERM:**

Project Term: September 30, 2004 through September 29, 2009
Budget Term: September 30, 2004 through September 29, 2005

4. **FINANCIAL INFORMATION:**

The total cost for the budget term of September 30, 2004 through September 29, 2005 is \$249,286, offset by CDC funding in the amount of \$223,000, with a County in-kind cost of \$26,286. Funding is included in Fiscal Year 2004-05 Adopted Budget and will be requested in future fiscal years.

5. **GEOGRAPHIC AREA TO BE SERVED:**

Countywide.

6. **ACCOUNTABLE FOR MONITORING AND EVALUATION:**

Laurene Mascola, MD, MPH, Acute Communicable Disease Control

7. **APPROVALS:**

Public Health: John F. Schunhoff, Ph.D., Chief of Operations

Contracts Administration: Irene E. Riley, Director

County Counsel (approval as to form): Kelly M. Auerbach Hassel, Deputy County Counsel

ATTACHMENT B

**Los Angeles County Chief Administrative Office
Grant Management Statement for Grants Exceeding \$100,000**

Department: Health Services - Acute Communicable Disease Control Program

Grant Project Title and Description

Varicella Active Surveillance Project

Funding Agency CDC	Program (Fed. Grant #/State Bill or Code #) Grant No. 1/U01IP000020-01	Grant Acceptance Deadline
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Total Amount of Grant Funding: \$223,000	County Match Requirements
Grant Period: FYs 2004-05	Begin Date: September 30, 2004 End Date: September 29, 2005
Number of Personnel Hired Under this Grant: 3	Full Time <input checked="" type="checkbox"/> Part Time <input type="checkbox"/>

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant funded program? Yes ☒ No ☐

Will all personnel hired for this program be placed on temporary ("N") items? Yes ☒ No ☐

Is the County obligated to continue this program after the grant expires Yes ☐ No ☒

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes ☐ No ☒

b). Identify other revenue sources Yes ☐ No ☒

(Describe)

c). Eliminate or reduce, as appropriate, positions/program costs funded by this grant. Yes ☒ No ☐

Impact of additional personnel on existing space:

N/A

Other requirements not mentioned above

N/A

Department Head Signature _____

Date _____

***** NOTICE OF GRANT AWARD *****
RESEARCH PROJECT COOPERATIVE AGREEMENT
Issue Date: 09/30/2004
Department of Health and Human Services
Centers for Disease Control and Prevention
NATIONAL IMMUNIZATION PROGRAM

Grant Number: 1 U01 IP000020-01 (Revised)
Principal Investigator: MASCOLA, LAURENE MD
Project Title: Varicella Active Surveillance Project

CHIEF OF OPERATIONS, PUB HLTH
COUNTY/LOS ANGELES DEPT HLTH SER
313 N FIGUEROA ST, RM 808
LOS ANGELES, CA 90012
UNITED STATES

Budget Period: 09/30/2004 - 09/29/2005
Project Period: 09/30/2004 - 09/29/2009

Dear Business Official:

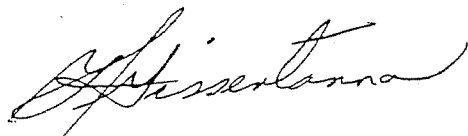
The Centers for Disease Control and Prevention hereby revises this award (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to LOS ANGELES COUNTY HEALTH SERVICES DEPT in support of the above referenced project. This award is pursuant to the authority of 42 USC 241 31 USC 6305 & 6306 and is subject to terms and conditions referenced below.

Acceptance of this award including the Terms and Conditions is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

Award recipients are responsible for reporting inventions derived or reduced to practice in the performance of work under this grant. Rights to inventions vest with the grantee organization provided certain requirements are met and there is acknowledgement of CDC support. In addition, recipients must ensure that patent and license activities are consistent with their responsibility to make unique research resources developed under this award available to the scientific community, in accordance with CDC policy. For additional information, please visit <http://www.iedison.gov>.

If you have any questions about this award, please contact the individual(s) referenced in the information below.

Sincerely yours,



Grants Management Officer
Centers for Disease Control and Prevention

See additional information below

SECTION I - AWARD DATA - 1 U01 IP000020-01 (Revised)

AWARD CALCULATION (U.S. Dollars):

Salaries and Wages	\$132,205
Fringe Benefits	\$47,196
Personnel Costs	\$179,401
Travel Costs	\$4,200
Other Costs	\$672
Federal Direct Costs	\$184,273
Federal F&A Costs	\$38,727
APPROVED BUDGET	\$223,000
TOTAL FEDERAL AWARD AMOUNT	\$223,000
AMOUNT OF THIS ACTION (FEDERAL SHARE)	+\$0

FISCAL INFORMATION:

CFDA Number: 93.183

EIN: 1956000927A1

Document Number: UIP000020A

IC/ CAN / FY2004

IP/921018N / 47,580

IP/9212127 / 109,463

IP/9217980 / 65,957

ADMINISTRATIVE DATA:

PCC: / OC: 41.4L /Processed: GISSENTANG 041001 0223

SECTION II - PAYMENT/HOTLINE INFORMATION - 1 U01 IP000020-01 (Revised)

For payment information see Payment Information section in Additional Terms and Conditions.

To report fraud, waste or abuse see Inspector General section in Additional Terms and Conditions.

SECTION III - TERMS AND CONDITIONS - 1 U01 IP000020-01 (Revised)

This award is based on the application submitted to, and as approved by, the CDC on the above-titled project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- The grant program legislation and program regulation cited in this Notice of Grant Award.
- The restrictions on the expenditure of federal funds in appropriations acts, to the extent those restrictions are pertinent to the award.
- 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- The PHS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:
Additional Costs

TERMS AND CONDITIONS

Cooperative Agreement Number: 1 U01 IP000020-01
Approval List Number: CG020F04

Amendment (1) is issued to release the human subjects restriction placed on the award.

This award is funded under Objective I of Program Announcement 04116, which consist of surveillance activities and does not include human subjects. Therefore, the restriction placed on funding in the amount of \$111,500 has been released for project use.

Peaches O Brown, Grants Specialist
Phone: 770-488-2738 Email: prb0@cdc.gov Fax: 770-488-2670

SPREADSHEET

GRANT NUMBER: 1 U01 IP000020-01 (Revised)

P.I.: MASCOLA, LAURENE

INSTITUTION: LOS ANGELES COUNTY HEALTH SERVICES DEPT

	YEAR 01
	=====
Salaries and Wages	132,205
Fringe Benefits	47,196
Personnel Costs	179,401
Travel Costs	4,200
Other Costs	672
TOTAL FEDERAL DC	184,273
TOTAL FEDERAL F&A	38,727
TOTAL COST	223,000

***** NOTICE OF GRANT AWARD *****
RESEARCH PROJECT COOPERATIVE AGREEMENT Issue Date: 09/20/2004
Department of Health and Human Services
Centers for Disease Control and Prevention
NATIONAL IMMUNIZATION PROGRAM

Grant Number: 1 U01 IP000020-01
Principal Investigator: MASCOLA, LAURENE MD
Project Title: Varicella Active Surveillance Project

CHIEF OF OPERATIONS, PUB HLTH
COUNTY/LOS ANGELES DEPT HLTH SER
313 N FIGUEROA ST, RM 808
LOS ANGELES, CA 90012
UNITED STATES

Budget Period: 09/30/2004 - 09/29/2005
Project Period: 09/30/2004 - 09/29/2009

Dear Business Official:

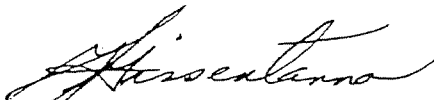
The Centers for Disease Control and Prevention hereby awards a grant in the amount of \$223,000(see "Award Calculation" in Section I) to LOS ANGELES COUNTY HEALTH SERVICES DEPT in support of the above referenced project. This award is pursuant to the authority of 42 USC 241 31 USC 6305 & 6306 and is subject to terms and conditions referenced below.

Acceptance of this award including the Terms and Conditions is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

Award recipients are responsible for reporting inventions derived or reduced to practice in the performance of work under this grant. Rights to inventions vest with the grantee organization provided certain requirements are met and there is acknowledgement of CDC support. In addition, recipients must ensure that patent and license activities are consistent with their responsibility to make unique research resources developed under this award available to the scientific community, in accordance with CDC policy. For additional information, please visit <http://www.iedison.gov>.

If you have any questions about this award, please contact the individual(s) referenced in the information below.

Sincerely yours,



Gladys T Gissentanna
Grants Management Officer
Centers for Disease Control and Prevention

See additional information below

SECTION I - AWARD DATA - 1 U01 IP000020-01

AWARD CALCULATION (U.S. Dollars):

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Federal Direct Costs	\$184,273
Federal F&A Costs	\$38,727
APPROVED BUDGET	\$223,000
TOTAL FEDERAL AWARD AMOUNT	\$223,000

FISCAL INFORMATION:

CFDA Number: 93.183

EIN: 1956000927A1

Document Number: UIP000020A

IC/ CAN /	FY2004
IP/921018N /	47,580
IP/9212127 /	109,463
IP/9217980 /	65,957

ADMINISTRATIVE DATA:

PCC: / OC: 41.4L /Processed: GISSENTANG 040914 0259

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- The restrictions on the expenditure of federal funds in appropriations acts, to the extent those restrictions are pertinent to the award.
- 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- The PHS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- This award notice, INCLUDING THE TERMS AND CONDITIONS CITED BELOW.

Treatment of Program Income:
Additional Costs

TERMS AND CONDITIONS

Cooperative Agreement Number: 1 U01 IP000020-01
Approval List Number: C0054F04

ADDITIONAL TERMS AND CONDITIONS

INCORPORATION: Program Announcement Number 04116, additional requirements, and the

application dated May 10, 2004, are made a part of this award by reference.

INDIRECT COSTS: Awarded indirect costs based on the Cost Allocation Plan approve rate of 29.2934 of salaries and wages.

RESTRICTED FUNDING

FUNDING INVOLVING HUMAN SUBJECTS - AMOUNT RESTRICTED: \$111,500

Research Involving Human Subjects cannot begin until PGO receives documentation of the following:

A copy of the IRB approval letter from the IRB covering the following institution:

LA Department of Health Services

NOTICE: Under governing regulations, federal funds administered by the Department of Health and Human Services shall not be expended for research involving human subjects, and individuals shall not be enrolled in such research, without prior approval by the Office for Human Research Protections (OHRP) of an assurance to comply with the requirements of 45 CFR 46 to protect human research subjects. This restriction applies to all institutions considered engaged in human subjects research (Engagement in Research Letter website: <http://ohrp.osophs.dhhs.gov/humansubjects/assurance/engage.htm>). Whenever an institution receives funding from a DHHS agency award to support such research, the awardee institution bears ultimate responsibility for protecting human subjects under the award. Any performance sites engaged in human subject research, whether domestic, foreign, or international without OHRP-approved assurances. Compliance for all performance sites must be ensured by the awardee.

To register the IRB and apply for a FWA, contact the OHRP at:
<http://ohrp.osophs.dhhs.gov/irbasur.htm>

PRIOR APPROVAL: All requests that require the prior approval of the Grants Management Officer must bear the signature of an authorized official of the grantee business office as well as that of the principal investigator or program director. Any request received without two signatures will be returned. Additionally, any requests involving funding issues must include a new proposed budget and a narrative justification of the requested changes.

Prior approval must be obtained to carry funds over to the next subsequent budget period. A formal request must include grant number, dual signatures, a detailed budget, and narrative justification. All requests must be received 120 days prior to the end of the budget period.

REPORTING REQUIREMENTS: The original and two copies of all reports and official correspondence MUST BE IDENTIFIED WITH THE AWARD NUMBER SHOWN AT THE TOP RIGHT OF THIS DOCUMENT and must be submitted to the CDC Grants Office at the following address:

Peaches Brown
Grants Management Specialist
PGO, Acquisition & Assistance Branch A
Centers for Disease Control and Prevention
2920 Brandywine Road
Atlanta, Georgia 30341-4146

Semi annual progress report is due no less than 30 days after the end of the first half of the budget period. The progress report will serve as your non-competing continuation application, and must contain the following elements:

1. Current budget period activities objectives;
2. Current budget period financial progress;
3. New budget period program proposed activity objectives;
4. Budget;
5. Additional requested information; and
6. Measures of effectiveness.

Financial status report and annual progress report is due no more than 90 days after the end of the budget period.

Final financial and performance reports are due no more than 90 days after the end of the project period. (Note: The final performance report should summarize the entire project.)

CORRESPONDENCE: All correspondence regarding this award must be identified with the award number as shown at the top right of this page.

INVENTIONS: Acceptance of grant funds obligates recipients to comply with the Astandard patent rights@ clauses in 37 CFR 401.14.

PUBLICATIONS: Publications, journal articles, etc. produced under a CDC grant support project must bear an acknowledgment and disclaimer, as appropriate, such as: This publication (journal article, etc.) was supported by Cooperative Agreement Number 1 U01 IP000020 from Centers for Disease Control and Prevention (CDC). Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the CDC.

EQUIPMENT AND PRODUCTS: To the greatest extent practicable, all equipment and products purchased with CDC funds should be American-made.

ACKNOWLEDGMENT OF FEDERAL SUPPORT: When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all awardees receiving Federal funds, including and not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

INSPECTOR GENERAL: For your information, the United States Department of Health and Human Services Inspector General maintains a toll-free telephone number, 800-447-8477 (1-800-HHS-TIPS), for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Such reports are kept confidential, and callers may decline to give their names if they choose to remain anonymous.

PAYMENT INFORMATION: Automatic Drawdown

Payment under this award will be made available through the Department of Health and Human Services (HHS) Payment Management System (PMS). PMS is administered by the Division of Payment Management, Program Support Center, HHS. PMS will forward instructions for obtaining payments. Inquiries regarding payment should be directed to:

Payment Management System
Division of Payment Management
FMS/PSC/HHS
P.O. Box 6021
Rockville, MD 20852
Telephone Numbers:
Governments: 301-443-9193
All Others: 301-443-9183

To expedite your first payment from this award, attach a copy of the Notice of Grant to your payment request form.

AUDIT REQUIREMENT: You must comply with the audit requirements of OMB Circular A-133, Audits of State, Local Governments and Non-Profit Organizations, revised June 30, 1997, which rescinded OMB Circular A-128 "Audits of State and Local Governments." Please send a courtesy copy of completed audits and any management letters on a voluntary basis to the following:

Centers for Disease Control and Prevention (CDC)
Attention: Head, Acquisition Assistance Oversight and Evaluation
2920 Brandywine Road, NE
Atlanta, Georgia 30341

You are required to ensure that subrecipients receiving CDC funds also meet the requirements of OMB A-133 (total Federal grant or cooperative agreement funds received exceed \$500,000). Additionally, you must also ensure that appropriate corrective action is taken within six months after receipt of the subrecipient audit report in instances of non-compliance with Federal laws and regulations. You are to consider whether subrecipient

audits necessitate adjustment of your own records. If a subrecipient is not required to have an OMB A-133 audit, you are still required by OMB A-133 to perform adequate monitoring of subrecipient activities. You should require each subrecipient to permit independent auditors to have access to the subrecipient's records and financial statements. YOU SHOULD INCLUDE THESE REQUIREMENTS IN SUBRECIPIENT CONTRACTS.

CDC CONTACT NAMES:

Business and Grants Policy Contact
Peaches Brown
Grants Management Specialist
PGO, Acquisition & Assistance Branch A
Centers for Disease Control and Prevention
2920 Brandywine Road
Atlanta, Georgia 30341-4146
Telephone: (770) 488-2738, fax 770-488-2670
Internet Address: POBrown@cdc.gov

Project Officer
Dalya Guris
National Immunization Program, ESD
Centers for Disease Control and Prevention
1600 Clifton Road, M/S E-61
Atlanta, GA 30333
Telephone: 404-639-6205
E-mail: dhms5@cdc.gov

Grants Management Officer
Gladys T. Gissentanna
PGO, Acquisition & Assistance Branch A
Centers for Disease Control and Prevention
2920 Brandywine Road
Atlanta, Georgia 30341-4146
Telephone: (770) 488-2753

Peaches O Brown, Grants Specialist
Phone: 770-488-2738 Email: prb0@cdc.gov Fax: 770-488-2670

SPREADSHEET

GRANT NUMBER: 1 U01 IP000020-01

P.I.: MASCOLA, LAURENE

INSTITUTION: LOS ANGELES COUNTY HEALTH SERVICES DEPT

	YEAR 01
	=====
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